

# Los Angeles Regional Crime Laboratory Facility Authority



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Leroy D. Baca, Chair  
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William T Fujioka  
Dr. Steven Garcia

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## **MARCH 29, 2007 MINUTES**

The thirtieth meeting of the Los Angeles Regional Crime Laboratory Facility Authority was held March 29, 2007 at California State University of Los Angeles, Golden Eagle Ballroom 3<sup>rd</sup> Floor, 5151 State University Drive, Los Angeles, CA 90032.

## **CALL TO ORDER**

Chair Leroy D. Baca called the meeting to order at 8:05 a.m. The following Directors were present constituting a quorum of the Authority:

Leroy D. Baca, Los Angeles County Sheriff's Department  
William T. Fujioka, Former Chief Administrative Officer, City of Los Angeles  
Dr. Steven N. Garcia, Finance and Administration, California State University of Los Angeles  
David Janssen, Chief Administrative Officer, County of Los Angeles

## **APPROVAL OF JANUARY 25, 2007 MINUTES**

On motion of Director Fujioka, seconded by Director Garcia, the Authority unanimously approved the January 25, 2007 minutes.

## **CHAIR'S REPORT**

There was none.

## **ACTION ITEMS**

Concurrence with the First Amendment to the Ground Lease between the Department of General Services and California State University Trustees: Pat Mallon, Project Coordinator, reported that the action required for this item is to approve the assignment of the State Office of Criminal Justice Planning's (OCJP) responsibilities relating to the Facility to the State's Office of Emergency Services (OES) as successor to the OCJP.

**On motion of Director Janssen, seconded by Director Fujioka, the Authority unanimously adopted concurrence with the first amendment to the ground lease between the California State Department of General Services and the California State University Trustees thereby recognizing that the OCJP's responsibilities have been transferred to OES.**

Approval of the Sublease between the State of California Office of Emergency Services and the Los Angeles Regional Crime Laboratory Facility Authority: Thomas Faughnan, County Counsel, advised that discussions are ongoing with OES regarding the particular verbiage in the sublease agreement. Mr. Faughnan reported the proposed language changes are minor in

nature and should be finalized soon. Mr. Faughnan recommended that the Authority approve the sublease as is, however, if the changes to the language in the agreement become substantive or significantly alter the agreement, the item will be brought back to the Authority for additional consideration and approval. **On motion of Director Garcia, seconded by Director Fujioka, the Authority unanimously adopted concurrence with the first amendment to the ground lease between the California State Department of General Services and the California State University Trustees thereby recognizing that the OCJP's responsibilities have been transferred to OES.**

Approval of the Transfer of Intellectual Property Rights Assignment regarding the Los Angeles Forensic Science Logo: Although the logo was initially designed to perform as a commemorative symbol for the May 11, 2007 Crime Lab Dedication Ceremony, Mr. Mallon advised the potential commercial value of the logo and the need to control its permitted use should be addressed. Therefore, the need to assign intellectual property rights to the Los Angeles Forensic Science Center logo to retain the exclusive rights and rightful use of the logo is recommended as a best course of action for the Authority to pursue. Mr. Mallon advised that financing will not be needed for this zero cost donation of Intellectual Property Rights. **On motion of Director Janssen, seconded by Director Garcia, the Authority unanimously approved the transfer of the intellectual property rights assignment for the Los Angeles Forensic Science Center Logo.**

Approval of Expenditure for Commemorative Book Printing Charges: Following Director Baca's January 25, 2007 request to have staff develop a historical document outlining the development of the Los Angeles Regional Crime Laboratory, Mr. Mallon advised that a final document has been produced that can be utilized for the May 11, 2007 Dedication Ceremony as well as for those visiting the Crime Lab in the near future. An estimated 5,000 booklets has been considered as a sufficient quantity for current distribution needs. A Los Angeles County Agreement Vendor has been selected and a printing cost estimate for a maximum 30 page booklet would cost \$16,000 plus sales tax. The Sheriff's Department will provide funding for the printing costs and submit the final billing to the Los Angeles County Auditor-Controller for reimbursement. Existing funds are available in the Joint Powers Authority Trust Account maintained by the Auditor-Controller. **On motion of Director Garcia, seconded by Director Fujioka, the Authority unanimously approved authorizing the transfer of an amount not to exceed \$17,500 to the Los Angeles County Sheriff's Department as reimbursement for actual costs of the printing for the Commemorative Regional Crime Laboratory booklet.**

Approval of CFSI Support Letters: Mr. Mallon reported that approval of the recommended action will authorize the Authority to provide letters of support for a Fiscal Year 2008 \$1 million congressional earmark for the California Forensic Science Institute to provide training and technical support to the Los Angeles Regional Crime Laboratory.

Director Baca requested removal of the following verbiage from the Congressional Letters of Support: (Page 1, 2<sup>nd</sup> paragraph, last line)...and ultimately the ~~U.S. Western region~~ and adding National Forensic Science Community.

**On motion of Director Garcia, seconded by Director Fujioka, the Authority unanimously approved to provide letters of support to Senator Diane Feinstein and several other congressional members for a Fiscal Year 2008 \$1 million earmark for the California State University of Los Angeles' California Forensic Science Institute.**

### **STAFF REPORTS**

**Budget & Potential Change Orders:** Paul Davidson, Department of General Services, reported the project's budget is in good standing. Overall budget for the project was \$82,500,000 and has been amended to \$80,038,607. There have been a total of 22 executed change orders for a dollar value of \$1.8 million. Mr. Davidson explained additional Change Orders tend to surface near the end of most construction projects and advised that a majority of the Change Orders are direct costs from the Contractor.

**Construction & Schedule Activities:** Andy Freeman, Jacobs Facilities, Inc. reported on two issues that surfaced since the January 25, 2007 Authority meeting. The uninterrupted power supply room incurred an overheating problem which required immediate attention, and a water flow problem occurred in the Environmental Room which resulted in the need to install a new pump.

Mr. Freeman reviewed the necessary elements that arise in closing out a project. The Equipment Training is near completion as well as inspections performed by the State. In regards to Commissioning, Mr. Freeman estimated all system checks within the Crime Laboratory should be completed near the end of April 2007. In response to Director Janssen, Mr. Freeman advised that the date of occupancy will most likely occur in early May 2007.

Director Baca inquired as to why the architectural Change Orders are high and why they are being submitted this late in the project. Mr. Freeman explained that some Change Orders remained 'open' throughout the project even though the work was actually performed earlier.

Director Baca requested a compilation of all 62 Jacobs Engineering Monthly reports. The reports have provided insightful information regarding the progress of the Project since construction began five years ago.

**Opening Ceremony Update:** Mr. Mallon advised that the Crime Lab Dedication Ceremony is still scheduled for May 11, 2007 at 2:00 p.m. and that occupancy will not occur until all punch list items and required work is completed. Additionally, prematurely moving into the Crime Lab could yield to the potential for contamination if additional construction work is still required. Mr. Mallon formally thanked Harley Ellis Devereaux for underwriting the printing costs of the Dedication Ceremony invitations and also provided a brief overview of the Crime Lab Ceremony program currently being planned and executed by staff.

### **CALIFORNIA FORENSIC SCIENCE INSTITUTE UPDATE**

Rose Ochi, Executive Director, CFSI, thanked the Authority for their approval to send out the congressional letters of support. She also reported that the CFSI Annual Report has been sent out to the Authority and all other interested parties. Further, Ms. Ochi advised that an appreciation luncheon will be held on Friday, May 11, 2007 from 12:00 p.m. to 1:30 p.m.

**CONSIDERATION OF FUTURE AGENDA ITEMS**

Mr. Mallon reported there are two to three potential action items that should be ready for Authority approval at the next Crime Lab meeting. The Department of Justice (DOJ) Facility Use Agreement, approval for the submittal of the Authority's Annual Report to the State, and potential action needed on Maintenance and Maintenance Equipment in the amount of \$80,000. Mr. Mallon informed the Authority that costs for the maintenance items can be recovered from the JPA Trust Account or from the operating agreements on an annual basis. After a brief discussion, the need to hold a special meeting of the Regional Crime Lab Authority was agreed upon and scheduled to occur the first week of May 2007. In closing, Director Baca reiterated the importance of not moving into the Crime Lab before its completion.

**PUBLIC COMMENT**

There was none.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 8:55 a.m.